

**COMMONWEALTH OF MASSACHUSETTS
DESIGNER SELECTION BOARD PROJECT CRITERIA**

DSB LIST # 08-13 **ITEM #** 2 **DSB PUBLIC NOTICE DATE** August 6, 2008

LAST DATE FOR FILING APPLICATION IS: August 27, 2008 at 2:00 p.m.

The Board recommends applications to be submitted by any of the following firms:

(<input checked="" type="checkbox"/>)	Architect	()	Engineer
(<input checked="" type="checkbox"/>)	Architect/Engineer (A/E)	()	Other:

PROJECT NUMBER: **WORCS1**

PROJECT TITLE: **Renovations and Repairs to Existing Buildings**

PROJECT LOCATION: **Worcester State College**

APPROPRIATION SOURCE: **College reserve funding**

AVAILABLE AMOUNT: **As required by projects**

ESTIMATED CONSTRUCTION COST: **Less than 1 million for each project**

TOTAL FEE, Excluding reimbursables based on scope of work and services authorized if project is completed.

(☒) Lump sum established set fee per C.7, §38G(a) \$500,000 dollars

IMMEDIATE SERVICES AUTHORIZED:

(☒) CERTIFIABLE BUILDING STUDY
(☒) SCHEMATIC PLANS AND OUTLINE SPECIFICATIONS
(☒) DESIGN DEVELOPMENT PLANS AND SPECIFICATIONS
(☒) CONSTRUCTION PLANS AND SPECIFICATIONS
(☒) ADMINISTRATION OF CONSTRUCTION CONTRACT
() OTHER

MBE/WBE PARTICIPATION:

In accordance with Executive Order #390, Worcester State College has established minimum goals of 8% MBE participation and 4% WBE participation for the combined value of the study and final design contracts for this project. MBE/WBE goals must be met within the list of requested prime and sub-consultants. All applicants must indicate how they will meet these goals and will be evaluated on that basis. Further information about the MBE/WBE Program appears in the DSB Public Notice at pages 4-8 entitled "Participation by Minority Owned Businesses and Woman Owned Businesses" and at Attachment E of the DCAM Standard Contract for Design Services. Applications from MBE and WBE firms as prime consultant are encouraged.

N.B.1: This contract will be a "house doctor" contract. Multiple projects of the type described in the General Scope of Work may be assigned, and fee increments approved, up to the total value of the contract

N.B. 2: The Awarding Authority may award up to (3) contracts, each with a total value of \$500,000, to qualified designers under this contract.

APPROPRIATION LANGUAGE:

N/A

GENERAL SCOPE OF WORK:

Worcester State College is a 54 acre campus consisting of six flat-roofed masonry buildings, with construction dates from 1932 to 2001 and a 554 space parking structure constructed in 2007. Projects are expected to include HVAC, electrical and plumbing systems upgrades, masonry renovations and repairs, building envelope repairs, installation of security systems, membrane roof repairs and installations, and landscaping and exterior lighting improvements.

The consultant will prepare certifiable studies, plans, specifications, cost estimates and will provide construction supervision for various projects. This is including, but not limited to, programming studies for various departments, renovation and repair to existing interior spaces such as classrooms, conference rooms, offices and bathrooms, renovation and repair to exterior architectural systems such as building envelopes to ensure structural integrity, and repair and replacement of site utilities, parking facilities and landscaping.

GENERAL CONDITIONS FOR THIS CONTRACT:

Contract

This contract is limited to projects with an estimated construction cost of less than \$1,000,000 as per M.G.L. C. 7 §40B, as amended by C. 159 §15 of the Acts of 2000 and C. 245 §22 of the Acts of 2002. **The designer must prepare studies for all projects under this contract, and all studies must be certified by the DCAM Director of Programming before final design can proceed.** Master plans and/or studies for any projects with an estimated construction cost of \$1 million or more may not be performed under this contract.

The applicant agrees to execute *DCAM Standard Contract for Final Design and Contract Administration Services* (Revised 11/06)¹ or its successor, without revisions or modifications.

Procedures

The designer will follow the procedures established in DCAM's Designer Procedures Manual dated June 2005 (http://www.mass.gov/cam/dlforms/DPMD_2005_06.doc). Applicants are urged to review and become familiar with the following supplemental material, which is available on the web at: (<http://www.mass.gov/cam/DSB/index.html>).

Construction Specifications

The designer shall utilize the DCAM Standard Specification.

Executive Order 484

This project shall comply with all applicable requirements of Executive Order 484 (EO 484): see <http://www.mass.gov/Agov3/docs/Executive%20Orders/Leading%20by%20Example%20EO.pdf>. All building studies shall include preliminary estimates of the project's energy use, water use, and greenhouse gas emissions using protocols established by EOEA, and shall evaluate their impact on the operating agency's plan to meet EO 484's goals.

Universal Design

In addition to complying with 521 CMR, The Rules and Regulations of the Architectural Access Board (http://www.mass.gov/aab/aab_regs.htm), the consultant will review ADA Title II (<http://www.usdoj.gov/crt/ada/reg2.html>), and the ADA Accessibility Guidelines (<http://www.access-board.gov/adaag/html/adaag.htm>), to ensure that the proposed design meets the civil right intent of this act. The requirements of these two laws may differ and the consultant must comply with the more stringent. Design solutions will meet the diverse and changing needs of users across age, ability, language, ethnicity and economic circumstance.

¹ The *DCAM Standard Contract for Final Design and Contract Administration Services* (Revised 11/06) replaces the former *DCAM Form C-2 Contract for Designer Services*.

DCAM welcomes innovative design strategies that are simultaneously equitable, flexible and legible for all and extend beyond minimal compliance with accessibility regulations.

Cost Estimating

Cost estimates, cost models, and estimator participation in both the study and the design phases shall meet the requirements of the current DCAM *Cost Estimating Manual* and will be submitted in Unifomat II in the study phase and in both Unifomat II to Level 3 and CSI Masterformat in the design phase. The *Cost Estimating Manual* can be found at http://www.mass.gov/cam/dlforms/CEM_Feb06.pdf, and Unifomat II can be found at <http://www.bfrl.nist.gov/oe/publications/nistirs/6389.pdf>.

CONDITIONS FOR APPLICATION:

The applicant's current or updated Master File Brochure must be on file with the Board prior to the date of application. As a condition of application, each applicant, if selected for the new project, agrees to carry professional liability insurance in an amount equal to the lesser of \$5,000,000 or 10% of the Project's Fixed Limit Construction Cost, but in no event less than \$250,000 per claim in accordance with the *DCAM Standard Contract for Final Design and Contract Administration Services (Revised 11/06)*, (i.e., minimum coverage of \$250,000 up to \$5,000,000 depending on the construction cost). The Agency may seek additional coverage for the selected designer, and if so will bear the cost of the additional coverage.

APPLICATIONS WILL BE EVALUATED BASED ON THE FOLLOWING PRIME AND SUB CONSULTANT PERSONNEL AND EXTENT OF COMPLIANCE WITH MBE/WBE PARTICIPATION GOALS. PLEASE ALSO SEE QUESTION #6 ON DSB 2000 APPLICATION REV 2005.

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|------------------------|--|
| 1. Architect (prime) | 5. Building Envelope Consultant |
| 2. Structural Engineer | 6. Civil Engineer |
| 3. Mechanical (MPFP) | 7. Landscape Architect |
| 4. Electrical Engineer | 8. ADA Title II (Accessibility) Specialist |
| | 9. Cost Estimator |

If the Prime is to fulfill any of the sub-consultant roles above, so indicate on the organizational chart.

APPLICATIONS WILL BE EVALUATED BASED UPON WORK LISTED ON DSB 2000 APPLICATION REV 2/04 SECTIONS 8, 9 AND 10 WHICH ILLUSTRATES CURRENT QUALIFICATIONS IN THE FOLLOWING AREAS:

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| 1. Renovation of facilities of comparable type and size | 4. Renovation of office and classroom facilities including specialized instructional space |
| 2. Repair and replacement of mechanical and electrical systems for comparable facilities | 5. Repair and replacement of built up and membrane roofs |
| 3. Repair and renovation of masonry structures of comparable type and size | |

APPLICANTS PLEASE NOTE

A copy of the most current Application Form and Instructions - **DSB 2005 Application Form** is included with this Notice, and is available for download at http://www.mass.gov/cam/forms/fi_dselectboard.html.

Only complete applications submitted on the **DSB2005 Application Form** may be considered by the Designer Selection Board. Applications that are incomplete or submitted on a form other than **DSB2005**, may be rejected as non-compliant and will not be considered by the Board.

Applications received at the DSB Office after the advertised deadline will not be considered.